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United States Senate

COMMITTEE ON SMALL BUSINESS & ENTREPRENEURSHIP

WASHINGTON, DC 20510-6350

March 28, 2003

BY FACSIMILE: (202) 646-2531

ORIGINAL VIA U.S. MAIL

The Honorable Joe M. Allbaugh

Director

Federal Emergency Management Agency

Federal Center Plaza

500 C Street, S.W.

Washington, DC 20472

Dear Director Allbaugh:

On March 18, 2003, I called a hearing in the Committee on Small Business and Entrepreneurship to examine contract bundling. During the hearing the witnesses discussed possible solutions that best utilize Federal contract dollars while ensuring the ability of small businesses to compete for those dollars. In addition, the hearing provided an opportunity to hear directly from Administration officials and small business owners on the President's "Strategy for Increasing Federal Contracting Opportunities for Small Businesses."

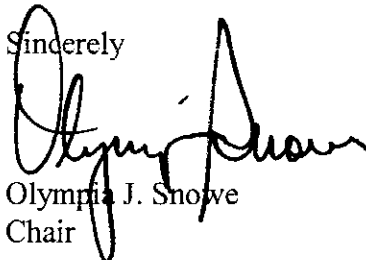
During the hearing, I learned that several agencies, including yours, had difficulty complying with the President's order to submit, to the Office of Management and Budget, first quarter reports, on the status of agency efforts to address contract bundling. These reports are critical to the Administration's ability to monitor contract bundling trends and adjust contract processes as warranted.

As Chair of this Committee, I have a vested interest in the programs that Federal agencies provide to encourage small business participation in the procurement process. Your agency's failure to meet the January 31st deadline, which was extended to February 18th concerns me greatly. Accordingly, I urge you to submit your agency's report as quickly as possible.

I would also appreciate your informing me with the date the report will be filed; an explanation for the delay; and, the steps you are taking to ensure that the Agency's second quarter report will be filed timely. Please submit this information to the Committee by April 7, 2003.

Thank you for your attention to this request. If you have any questions, please contact me, or have your staff call Nancyellen Gentile, Professional Staff Member of the Small Business Committee, at (202) 224-5175.

Sincerely



Olympia J. Snowe
Chair